

**Churches Together in England,
27 Tavistock Square,
London, WC1H 9HH.**

1. **Welcome and Introduction**
2. **Present: Simon Betteridge (SB), Tony Brookes (TB), Mary Currie (MC), Derek Fraser (DF), Cameron Langlands (CL) Paul Nash (PN), Mark Rogers (MR), Mark Stobert (MS), Phil Wright (PW)**
3. **Apologies: Maura Devlin (MD), Simon Harrison (SH), Debbie Hodge (DH), Derek Johnston (DJ), Karen Murphy (KM).**

4. **Minutes of the meeting held on June 2018 were agreed with corrections:**

KM was not present but had given apologies.

5. **There were no declarations of interest**

6. **Matters Arising**

- 6.1 **Caldicot Issues**

Information Governance made a proposal which was circulated to The Chaplaincy Forum. SH had made a critical response on behalf of CHCC.

MS will consult PSA as to whether the issues of chaplains not having access to electronic data systems presented a patient safety risk for example re safeguarding issues.

PN will bring the issue up at the Guidelines consultation on 15 Oct and will report back to the December board meeting for further input to be second consultation on 10 December in Leeds. MS to attend.

- 6.2 **Registration Sub-Group**

MR reported on further discussions on the provisional registration pathway.

MS will make a presentation at the afternoon engagement event on Pathways to Registration.

The meeting agreed to continue the direction of travel.

Annual Provisional Registration fees would be 50% of full registration fee

6.3 Privacy Statement

No progress to report

6.4 Review of accredited courses

The meeting agreed on the importance for the review of all accredited courses for registration to ensure the consistency of the awards being granted.

PN declared an interest as course director for the MA/PG Cert in Pediatric Chaplaincy.

DF would raise the issue in the Academic Advisors Report.

7. Governance

Treasurer – DM had prepared the Treasures report and prepared documentation for handover. There was no news re the treasurer. DM had been unable to contact the prospective candidate.

The meeting agreed to make an active search for lay members to the board.

8. Lead Officers Reports

8.1 Registration

There are 330 Registrants
41 Provisional Registrants
24 registrants are to be removed from the register for Outstanding Fees/CPD returns

The status of sponsors for registration was clarified as Senior Chaplains who were registrants and who could account for the practice of the applicant.

MS suggested that the criteria should be reviewed as it was unclear as to the academic requirements.

Fees for 2019 would be £50

8.2 Academic Standards

Body of Knowledge

DF and MS proposed a consultation day in March 2019 – ‘From Body of Knowledge to Embodied Knowledge’ to be held in Cambridge

Following recent anxieties regarding the standards of quality, governance and professionalism which had been raised, DF suggested that there should be a review of courses to include the processes for assessing fitness and competence to practice and how this was to be evidenced.

PN suggested that this should be on annual or at least biennial basis.

MS asked whether external examiners reports could be included.

The meeting received and accepted the Academic Advisors review of the PG Cert. paediatric chaplaincy course as fit for accreditation.

8.3 Treasurer

See UKBHC AGM Minutes

8.4 Professional Advisors

CL had circulated a draft strategy paper.

CL reported that NHS Employers were clear on the importance of professional advisors and to see them embedded into the HR recruitment processes.

CL reported that the caliber of candidates for posts was poor with some exceptions.

The meeting agreed that there was a need to respond to the dearth of quality and to be proactive in the drive to maintain standards of practice in the profession. UKBHC could not afford for there to be a vacuum.

8.5 Professional Conduct

There were no issues to report.

10.0 Any Other Business

10.1 Newsletter

PW would produce a Christmas Newsletter following the December Board

10.2 Website

MS stated that progress was being made. The transfer of material to the new website would be complete by end of October.

10.3 PW reported that he had been nominated for a Nursing Times Award.

10.4 PW would head up a UKBHC media group.

12.0 Future Dates:

Board Meetings

4 December 2018 @ CtE, Tavistock House, London

28 February 2019 @ CtE, Tavistock House, London

6 June 2019 @ CtE, Tavistock House, London

17 September 2019 in Belfast with engagement event

3 December 2019 @ CtE, Tavistock House, London

Day Conference on the Body of Knowledge to Embodied Knowledge

7 March 2019 in Cambridge